

MILPERSMAN 1301-106

OFFICER DISTRIBUTION - TIME ON STATION (TOS)

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1. **Requirements.** Time-on-station (TOS) applies primarily to consecutive continental United States (CONUS) shore tours. TOS is established to stabilize lives of members and family members and to reduce permanent change of station (PCS) costs. Department of Defense (DOD) requires members serve 36 months or more at a geographic location before receiving a cost PCS move. One or more activity tours in the same geographic location may be used to satisfy the 36-month minimum area tour.

a. The standard "minus 1/plus 3-month" projected rotation date (PRD) detailing window remains in effect; however, a PCS move 1 month early (for example, at 35 months on a 36-month tour) requires a TOS waiver approved by Navy Personnel Command (NAVPERSCOM), Distribution Department (PERS-4). This window provides latitude and efficiency for matching members to available reassignments. Every attempt to meet actual PRD month will be made by the assignment officer.

b. Members ordered to commanding officer (CO)/ executive officer (XO) billets ashore and moves necessitated by "career development/progression" must meet TOS requirements. A NAVPERSCOM (PERS-4) waiver is required if necessary.

2. **Exemptions.** Certain CONUS PCS move types are exempted from the TOS requirement by specific DOD exemptions. These exemptions include the following reassignments:

a. To DOD overseas tour. A 2-year minimum Navy activity tour at CONUS sea/shore is required prior to transfer overseas.

b. From sea duty activity. Sea duty tour lengths are set by Secretary of the Navy (SECNAV) per MILPERSMAN 1301-110.

c. To sea duty activity. A 2-year minimum Navy activity tour at sea/shore is required prior to transfer to sea duty.

d. From duty under instruction (DUINS) (instruction 20 weeks or greater). Tour length dependent upon length of instruction.

e. To DUINS. Twenty-four months required at shore activity; a full sea tour is required coming from sea duty. (Exception: If transferring from a training activity, preceding paragraph applies.) NAVPERSCOM division directors may waive this requirement on a case basis (not to be delegated).

f. Disqualification. Security, professional, special weapons, medical.

g. Humanitarian reasons.

h. From unit undergoing major weapon system change or unit conversion.

i. From unit designated new construction or undergoing homeport change.

j. Spouse collocation. For CONUS, requires 1 year at losing command for collocating spouse; the other spouse, if also transferring, must complete TOS requirement or **SECNAV recommended prescribed sea tour per those listed in MILPERSMAN 1301-110**. For overseas, a NAVPERSCOM (PERS-4) waiver is required.

k. First-termers. Defined as O-1 and O-2 personnel.

(1) Shore-to-shore with less than 3 years TOS require NAVPERSCOM division director waiver approval on a case basis (not to be delegated).

(2) CONUS. Officers transferring to DUINS require 24 months prior to a PCS move from a shore activity and a full sea tour prior to transfer from a sea activity. Orders in exception of this policy will be approved on a case basis by the respective NAVPERSCOM division director (not to be delegated).

(3) Overseas. Overseas first-termers must comply with DOD overseas tour lengths. Orders in exception of this policy (including assignment to DUINS) must receive a curtailment waiver approval from NAVPERSCOM (PERS-4).

l. Office of the Secretary of Defense (OSD), Office of the Joint Chiefs of Staff (OJCS), or Defense Agency activity tour lengths are limited by statute.

m. SECNAV designated tours to validate specialized professional credentials for doctors and lawyers before independent duty (**not** a general exemption for professional development).

n. Separation.

o. Nuclear billets under Naval Sea Systems Command (NAVSEASYS COM) (NAVSEA-08) cognizance (24-month minimum tour regardless of prior assignment or location).

p. Skill conversion (designator change).

3. Waiver Requests

a. For PCS orders that do not meet the 36-month TOS requirement and are not specifically exempted by this article, the assignment officer must obtain flag-level waiver approval. The following guidelines apply:

(1) NAVPERSCOM (PERS-4B) approval is required when members have less than 36 but more than 24 months TOS.

(2) NAVPERSCOM (PERS-4) approval is required when members have less than 24 months TOS.

b. A waiver can be generated in the Officer Assignment Information System Version 2 (OAIS2) WAVR screen.

(1) When submitting a waiver request, assignment officers must ensure that specific, succinct justification comments are provided.

(2) PCS cost predictions are generally based upon anticipated completion of prescribed tours. Analysis of the total PCS cost of each waiver must be included for the approval process.

c. "Up front" CONUS TOS waivers can be approved only for officers being ordered to tours as follows:

(1) CO (2-year minimum tour required).

(2) Medical department specialties identified in MILPERSMAN 1301-110 (tour lengths as indicated).